

Arizona Department of Water Resources  
Water Rights Section  
3550 North Central Avenue, Phoenix, Arizona 85012-2105  
(602) 771-8500  
FAX (602) 771-8688

**REQUEST FOR  
ASSIGNMENT OF SURFACE WATER APPLICATIONS AND CLAIMS AND  
ASSIGNMENT AND REISSUANCE OF PERMITS AND CERTIFICATED RIGHTS**

1. **Registry number of right or claim being assigned** \_\_\_\_\_  
(Use attachment for 2 or more filings)

2. **Request for:** (check one box only)

☐ Total (complete) Assignment      ☐ Partial Assignment

3. **If the request is for a partial assignment, the following information must be provided for use(s), quantity(s), and location(s) of the portion being assigned:**

Use \_\_\_\_\_ Quantity \_\_\_\_\_

1/4 \_\_\_\_\_ 1/4 \_\_\_\_\_ 1/4, Section \_\_, Township \_\_\_\_ N/S, Range \_\_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

Use \_\_\_\_\_ Quantity \_\_\_\_\_

1/4 \_\_\_\_\_ 1/4 \_\_\_\_\_ 1/4, Section \_\_, Township \_\_\_\_ N/S, Range \_\_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

**4. SELLER(S)/ASSIGNORS**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone No. (     ) \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
(Please print or type name of assignor or representative)

\_\_\_\_\_  
Date Signed

**BUYER(S)/ASSIGNEES**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone No. (     ) \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
(Please print or type name of assignee or representative)

\_\_\_\_\_  
Date Signed

Current mailing addresses and telephone numbers must be included.

**ASSIGNMENTS WILL NOT BE PROCESSED WITHOUT FEE(S), PROOF OF OWNERSHIP (MAY INCLUDE CHAIN OF TITLE OF OWNERSHIP), ASSESSORS MAP OR ALLOTMENT MAP.**

**(Page 1 of 3)**

## INSTRUCTIONS FOR COMPLETING THE REQUEST FOR ASSIGNMENT

The Department of Water Resources will process requests for assignment of surface water applications, permits, certificates, or claims listed on the official form or its attachment only. An assignment conveys the ownership of the right or claim from one entity to another and in the case of permits and certificates results in re-issuance of the permit or certificate.

1. Fill in the registry number of the right or claim being assigned. If more than one right or claim is being assigned with this request, the attachment must be utilized. Write "see attachment" in this space to indicate that more than one right or claim is being assigned. Photocopy the attachment sheet as needed.
2. Indicate whether this request for assignment is for the entire right or claim or for a portion of a right or claim. If Total Assignment is indicated, the current holder will retain no portion of the right or claim following completion of the assignment. Partial Assignment would be selected if the current holder intends to retain some portion of the right.

NOTE: A single Request for Assignment form cannot be utilized if a right or claim is being assigned (either in total or partial) to multiple parties. In this case, **a separate request for assignment must be completed for each buyer/assignee.** The total quantity of water being assigned to all parties cannot exceed the quantity of water listed in the original claim or right. Photocopy additional pages if needed.

3. This portion of the request for assignment **must** be completed for all partial assignments. Using the existing claim or right as a guide, complete the blanks to indicate the type of use being assigned, the quantity of use being assigned that is associated with that particular use, and the legal location of the place of use. If there are more than three uses associated with a right or claim, please provide the additional information in the same form either on the attachment or on a separate sheet of paper.
4. Requests for assignments that are not signed by both the buyer and seller will not be processed unless circumstances warrant. If the seller is not the current holder of the right or claim, **a chain of title of ownership must be provided.** Please indicate if property was in lieu of foreclosure and provide documentation.

### 5. REQUIRED ATTACHMENTS:

- ☐ **Fees (for each claim or right being assigned) as authorized by A.A.C. Rule R12-15-151:**

**\$10.00**      Application for Permit to Appropriate (prefixes 33, 3R, or 4A)  
Application for Stockpond Certificate (prefix 38)  
Statement of Claim of Right (prefix 36)

**\$20.00**      Permit to Appropriate (prefixes 33, 3R or 4A)  
Stockpond Water Right Certificate (prefix 38)

**\$35.00**      Certificate of Water Right (application prefixes 33, 3R, or 4A)

- ☐ **Copy of recorded deed** showing land ownership in the name of the buyer. If the seller is not the current holder of the right or claim, **a chain of title of ownership must be provided.** If land is owned by other than buyer, a copy of all pertinent leases or grazing permits must be included.
- ☐ **Copy of assessors map or allotment map** with places of use identified.

**For partial assignments more detailed land ownership information may be requested.**

## REQUEST FOR ASSIGNMENT ATTACHMENT

Registry number of right or claim \_\_\_\_\_

☐ Entire right or claim

☐ Partial

Use \_\_\_\_\_ Quantity \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_, Section \_\_\_, Township \_\_\_ N/S, Range \_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

Use \_\_\_\_\_ Quantity \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_, Section \_\_\_, Township \_\_\_ N/S, Range \_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

Use \_\_\_\_\_ Quantity \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_, Section \_\_\_, Township \_\_\_ N/S, Range \_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

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Registry number of right or claim \_\_\_\_\_

☐ Entire right or claim

☐ Partial

Use \_\_\_\_\_ Quantity \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_, Section \_\_\_, Township \_\_\_ N/S, Range \_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

Use \_\_\_\_\_ Quantity \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_, Section \_\_\_, Township \_\_\_ N/S, Range \_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

Use \_\_\_\_\_ Quantity \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_, Section \_\_\_, Township \_\_\_ N/S, Range \_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

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Registry number of right or claim \_\_\_\_\_

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Use \_\_\_\_\_ Quantity \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_, Section \_\_\_, Township \_\_\_ N/S, Range \_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

Use \_\_\_\_\_ Quantity \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_, Section \_\_\_, Township \_\_\_ N/S, Range \_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

Use \_\_\_\_\_ Quantity \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_, Section \_\_\_, Township \_\_\_ N/S, Range \_\_\_ E/W; Parcel I.D. No. \_\_\_\_\_

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